

SECOND STEERING COMMITTEE FOR THE GLOBAL U7 CONSORTIUM

Opening of the Meeting February 25, 2004. 09:30-11:00.

The introduction of President Zhu Chongshi and Vice President Prof. Wu Shinong of Xiamen University, by Mr Tongwen Mao, is followed by a video presentation on Xiamen University.

The video presentation illustrates the key disciplines and educational centers of Xiamen University, and highlights not only the ability of the University to contribute to the Global U7 Consortium but also its ability to participate in promoting the globalization of education, joint research, and administrative building capacity at this level. Existing regional connections, and interactions with overseas Chinese, further underscores the commitment that Xiamen University has in establishing and creating global cooperative ties.

Welcoming Remarks

President Chongshi Zhu. Xiamen University, China.

President Zhu emphasizes that globalization affects all walks of life, including education. In the current era there is importance to be placed on surviving the fierce competition that has resulted from internationalization and globalization, and it is in this regard that the establishment of a Global U7 Consortium is essential and therefore of great importance. It is also reiterated that Xiamen University, from its foundation in 1921, has always placed importance on exchange and cooperation between institutes of higher education and in establishing links between universities.

Vice Provost Janett Trubatch. University of Rhode Island, USA.

Vice Provost Trubatch sees the Global U7 Consortium as providing universities with the means to work together in new ways to achieve traditional goals, including that of exchange, joint education, and joint research. The great strengths of the University of Rhode Island in the areas of global logistics, business administration, marine affairs, and advanced technology can contribute much to the Consortium, and it is believed that URI will also have much to receive. It is also important, since the scope has been established, to build on the existing areas of focus and establish new areas to follow particularly concerning economic feasibility and environmental protection, and to provide infrastructure that will allow members to work together while apart, to train professors, and to build administrative capacity. Moreover, it is envisioned that URI students and faculty will be productive participants of the Consortium.

Introduction of Second Steering Committee Participants

Yong-Tae Chang introduces the 22 representatives present:

Australian National University, Australia.

Prof. Peter Rimmer. (Emeritus, Research School of Pacific Studies).

Inha University, Republic of Korea.

Prof. Seog-Yeon Cho. (Dean of External Affairs).

Prof. Young-Tae Chang. (Secretary-General of Global U7 Office).

Dr. In-Heun Choi. (Deputy Secretary-General of Global U7 Office).

Prof. Min-Gyu Park. (Dept. of International Trade).

Dr. David Kent. (Lecturer in English).

Mr. Kyung-Yup Hong. (Chief, Section of Overseas Affairs).

Prof. Jae-Gwang Lee. (Lecturer in Chinese).

Le Havre University, France.

Prof. Robert Wuthrick.

(Director of International Affairs, Head of Delegation).

RMIT University, Australia.

Prof. Booi Kam.

(Director of Higher Education, Postgraduate Program, School of Marketing).

University of Rhode Island, United States of America.

Vice Provost Janett Trubatch. (Graduate Studies, Research and Outreach).

University of Washington, United States of America.

Prof. Jess Browning.

(Director Emeritus, Center for Global Trade, Transportation and Logistics).

Xiamen University, Peoples Republic of China.

Prof. Chongshi Zhu. (President, Xiamen University).

Prof. Shinong Wu. (Vice President, Xiamen University).

Mr. Tongwen Mao. (Director, International Cooperation and Exchange Office).

Prof. Junyi Weng. (Dean, College of Management).

Prof. Maoqing Li. (Deputy Dean, College of Computer and Information Engineering).

Prof. Zhenlong Zheng. (Deputy Dean, College of Economics).

Prof. Dongxing Yuan. (Dean, College of Oceanography and Environmental Science).

Prof. Liping Deng. (Former Vice President, Xiamen University).

Mr. Zixing Su. (Deputy Dean, College of Foreign Languages and Cultures).

Mr. Xiabin Liu. (Chinese Language Teacher of Overseas Education College).

Election of Co-Chairs and Rapporteur

Co-Chairs

Part I: Agreement of Global U7 Consortium.

Jess Browning (Washington) / Robert Wuthrick (Le Havre)

Part II: Establishing Organization.

Janett Trubatch (URI) / Booi Kam (RMIT)

Part III: Agreement of Joint Announcement.

Yong-Tae Chang (Inha) / Tongwen Mao (Xiamen)

Part IV: Final Review and Conclusion.

Peter Rimmer (ANU) / Junyi Weng (Xiamen)

Rapporteur

Peter Rimmer (ANU)

Adoption of Agenda from Draft Agenda

Part I: Agreement of Global U7 Consortium.

Feb. 25, 2004. 11:20-12:00 / 13:30-15:00 / 15:20-17:00.

Emphasis on establishing the final form of the Agreement created at the First Steering Committee, and resolving outstanding issues.

Part II: Establishing Organization.

Feb. 26, 2004. 14:30-18:00 / Feb. 27, 2004. 09:00-10:00.

Focus on working groups that will lead to the establishment of Committees for Education, Joint Research, and Building Administrative Capacity.

Part III: Agreement of the Joint Announcement.

Feb. 27, 2004. 10:00-12:00.

Reviewing the Joint Announcement, and making preparations for the First Council of Presidents Meeting.

Part IV: Final Review and Conclusion.

Feb. 27, 2004. 13:30-18:00.

Final presentation and review of all documents.

Objectives of the Second Steering Committee

The primary importance of the Second Steering Committee rests with the establishment of the Consortiums organization, including the Secretariat Office, and working groups, and preparations concerning the April Council of Presidents meeting and the Joint Announcement. Further, to finalize the Agreement prepared at the First Steering Committee along with any other outstanding issues.

Part I: Agreement of Global U7 Consortium.

Feb. 25, 2004. 11:20-12:00 / 13:30-15:00 / 15:20-17:00.

Feb. 26, 2004. 14:30-15:00

Co-Chairs: Jess Browning (Washington) / Robert Wuthrick (Le Havre).

Resolving Remaining Issues from the First Steering Committee

Change of Consortium Title

Decision will be left to the Council of Presidents to change the name of the Consortium if it is needed as more member institutions join.

Council of Presidents Meeting

Although the Erasmus University President will be unable to attend, and the National University of Singapore is not yet confirmed, it was agreed that the President of Inha University will be the Inaugural Chair of the Council of Presidents for the first three years. So too, in line with the Agreement, the President of Inha University will provide the Secretariat of the Global U7 Consortium during this three year term.

Exchange Programs and Joint Research

Detailed work regarding these matters should be undertaken by working group members.

Joint Announcement

It was decided that the Joint Announcement will contain specific information pertaining to the core seven universities, the language training center as the Consortium's initial project, the Office of the Secretariat, and the fact that the President of Inha University will be the Inaugural Chair of the Council of Presidents.

Form of Agreement Regarding Annexes

Taking into consideration suggestions from member institutions after the First Steering Committee, several changes to the initial draft agreement were put forward.

Intellectual and industrial rights were mentioned as concerns, and will need to be detailed within the Agreement.

A discussion on allowing member institutions to optionally agree to Annexes was undertaken, but this was not viewed as able to lead to a successful implementation of the Consortium as member institutions may select only one annex over others. As a result, the Annexes are removed and replaced by Articles IX, X, and XI within the agreement. These Articles were later moved to Articles VIII, IX, and X, with Article VIII becoming Article XI of the Agreement. The incorporation of the Annexes within the

agreement is also the result of a member institutes concern that there was no legal agreement connecting the Annexes and the Agreement.

Article II. Functions.

Point 3 was initially inserted as a new item due to legal grounds concerning the Annexes of the agreement. This has since been removed as general information from the three Annexes of the original agreement are present in the main agreement as Articles IX, X, and XI (now Articles XIII, IX, and X). Committees (working groups) will, at a later date, elaborate and develop matters relating to these Articles, which revolve around Joint Education, Joint Research, and Building Administrative Capacity.

Article III. Structure.

Point 1. A discussion ensued focusing on this point as not encompassing enough, as it is viewed that the Secretariat needs to be considered the 'workhorse' of the Consortium rather than the Council of Presidents. Thus, this point was reworded to focus on the Secretariat and Committees as serving the functions and objectives of the Global U7 Consortium with direction from the Council of Presidents.

Point 2. The establishment of the Secretariat is generally outlined, with the understanding that the Joint Announcement will also come to stipulate details concerning the agreed upon Secretariat Office.

Point 3. The establishment of Committees relating to Education, Joint Research, and Building Administrative capacity is specified. A further point was also added to reflect that a committee can be established as required.

Article VII. Budget.

Renamed, 'Financial Support'.

Various member institutions reiterated their concerns of mentioning specific financial arrangements in the Agreement. Initially the specifics regarding 'financial contributions' were implied but not explicitly mentioned, and a second sentence was added to this section so that it is clear that some financial contributions will need to be made by member institutions concerning group initiatives. The second sentence has since been removed, and the first sentence reworded. It is also understood that at the present time there is no membership fee for joining the Consortium, but this may be amended at a later date at the discretion of the Council of Presidents.

Article VIII. Implementation.

Now Article XI.

Point 2. The period of time from this point was removed as it was deemed unnecessary, since it is clear that the agreement will last for three years with the start of the Agreement coinciding with the Council of Presidents Meeting (April 29, 2004).

Article IX. Joint Education.

Moved from Annex I to Article IX, now Article VIII.

This Article was seen as too specific, for the Agreement, and reworded to be more succinct. That is since point 1a, program factors relating to joint degrees and so on, are complex issues. It is also determined that there is no need to specify the languages of intensive language courses, aside from those of the member institutions, in point 1c. Point 2 of this section, concerning the language training center, no longer exists as it was simplified and incorporated within point 1c. Point 1b and 1c have been shifted down to points 1c and 1d respectively, and point b created to include mention of student mobility between member institutions.

Article X. Joint Research.

Moved from Annex II to Article X, now Article IX.

Point 1. This item was slightly reworded for clarity.

Point 2. This item was included to attend to the concerns of member institutes, pertaining to intellectual and industrial rights.

Article XI. Building Administrative Capacity.

Moved from Annex II to Article XI, now Article X.

This section was slightly reworded, primarily to emphasize the charge of the 'Building Administrative Capacity Committee'. It was also determined that the exchange of library information is too limiting, so the phrase 'and other information' was added to point c. The term 'Administrative Organizations' is now used in point b, rather than 'Administrative Reorganization'.

Part II: Establishing Organization.

Feb 26, 2004. 15:00-14:30.

Co-Chairs: Booi Kam (RMIT) / Janett Trubach (URI).

Global U7 Homepage

Presentation of Draft Global U7 Homepage

The aims of the homepage include stimulating research ideas, establishing interaction points for researchers to undertake joint research, developing a forum for member institutes, presenting event information, and providing links to information. The homepage will also ensure that Consortium activities are easily accessible to all member institutions, and provide an avenue for tracking the progress of the Consortium. Yong-Tae Chang illustrated that (based on the outcomes from the First Steering Committee) the draft Global U7 Homepage had been constructed (<http://U7.inha.ac.kr>).

Currently, the homepage provides direct links to the seven prospective member institutions, and holds details concerning the First Steering Committee and the upcoming Council of Presidents meeting. Various bulletin boards are available, along with a password protected member section, as well as notices, and various events. A range of documentation is also available for download, including that pertaining to the

First Steering Committee, and full details and documentation downloads relating to the Second Steering Committee will be added at a time after the event.

Of special note is that the homepage will also come to host a research databank, listing researchers and their specializations and related data concerning projects and grants. To this end, it was proposed that there should be a poll of university faculty to gather information for the researcher databank, so that data on people who are interested in working with international groups on specific topics can be collated. These people will be interested in the preferential areas of logistics, marine affairs, business administration, and information technology. It was proposed that it will be the responsibility of the working groups to provide this information for the homepage databank. As such, names will need to be provided from representative member institutions so that the poll can be undertaken by working group coordinators.

It was suggested that education and administrative building capacity be added to the homepage so that it comes to fully cover the matrix of the Global U7 Consortium.

It was proposed that each website of member institutions maintain links from their homepage to the Global U7 Homepage, and that this can be approved by the Council of Presidents.

As the homepage is currently a draft, it is recognized that the homepage will need to be approved by the Council of Presidents. Until the time the webpage is official it will be indicated that it is a draft, so there is no confusion that the Consortium is active before the Agreement is actually signed, and the Council of Presidents meet.

Establishing Working Groups

Focus on Working Groups

The first task of the working group coordinators will be to organize the Committees, assembling a databank of qualified persons for the Committees, and carrying out preparations for starting the Committees.

Discussion was initially based on points of commonality for the responsibilities of all coordinators for each working group. A decision was then made to establish interim working groups that will seek to establish Committees on Education, Joint Research, and Building Administrative Capacity. Coordinators for interim working groups were then nominated.

Nomination of Coordinators for Interim Working Groups

Coordinators of interim working groups are proposed as follows:

Education Committee: Prof. Booi Kam. (RMIT University)

Joint Research Committee: Vice Provost Janett Trubatch. (University of Rhode Island).

Building Administrative Capacity Committee: Mr. Tongwen Mao. (Xiamen University).

Nominations are based on the particular strengths and expertise of the individuals and member institutions. It is also noted that at the time Committees are officially formed a Chair for each Committee will be elected.

Secretariat Responsibilities Regarding Formation of Committees

The primary action of the Secretariat concerning the formation of Committees rests with writing to Presidents with suggested nominees and requesting names of working group persons and soliciting faculty. This is primarily so the Presidents can be aware of the process, and understand that the groundwork for the formation of Committees is currently being paved. This data will also be distributed to the coordinators of the interim working groups. This will ideally occur before the Council of Presidents meeting so that the Committees can be officially formed when the Council of Presidents meets, and thereby allowing the Committees to undertake their workload from the time of the initial signing of the Agreement.

The Working Groups

The working groups can facilitate and draw up guidelines for the Committees in the period before the Agreement. They will then be able to publicize the means of implementation and the framework proposed for the Committees at the time of the Agreement. The main reasoning behind this suggested action is so the initial groundwork can be established, and presented at the Council of Presidents meeting. The steps can then be approved by the Council of Presidents, and the steps worked upon further after the Agreement is officially signed.

It is noted that initial projects for each of the Committees will need to focus on those that minimize the risks of running into regulation and implementation problems between member institutions.

Education Committee Working Group

The need for establishing terms of reference is recognized as essential. It is also suggested that a critical point of reference will be the need to create rules and regulations to which each member university can subscribe concerning the functions and needs of joint education, from the initial level of student exchange through to credit transfers and eventually to the implementation of joint degree programs. It is also recognized that the ultimate goal of joint degree programs will be achieved in the distant future, due to the complexity of issues surrounding the conferment of awards by member institutions. It is therefore accepted that the Education Committee will establish a broad range of agendas to cover such areas as student and faculty exchange, credit transfer, and joint degrees. It was also mentioned that pilot schemes could be trialed, perhaps with such schools as the recently established APSL (Asia Pacific School of Logistics) at Inha University although the school is young and only just beginning to grow.

Joint Research Committee Working Group

It is determined that the need for establishing terms of reference is essential. The primary responsibilities of this Committee will be to seek out researchers willing to

participate in Consortium activities, including the homepage, from the preferred areas of logistics, business administration, information technology, and marine affairs. To this end, research projects and grants will need highlighting as will past models of cooperative research.

One initial project for the committee to focus upon is seen as the Conference on Ports, Multimodal Transport, Logistics and Environment to be held at the University of Rhode Island February 24-28, 2005. Emphasis will need to be placed on rallying Global U7 Consortium support behind this conference, and emphasizing the areas of the Consortium's concerns such as logistics, and there is ample time for the Committee to concentrate on any preparations and concerns relating to this conference. It is also mentioned that joint workshops, involving seminars and publications in journals, are means that can lead to productive exchange and discussion that lead to joint-research benefits, which also provide good models for research, and this is reflective of the above conference. Even though similar events have already been undertaken, such events as these can be further enhanced under the banner of the Global U7 Consortium.

Building Administrative Capacity Committee Working Group

Establishing terms of reference is again viewed as essential. This committee will seek to facilitate cooperation in student affairs, and develop focused administrative staff exchanges. Importance will also be placed on considering the offer from the University of Rhode Island to establish a Public Service Institute for members of the Consortium. It was mentioned that this institute could be based at the University of Rhode Island, or perhaps even be established as a mobile program that can be brought to member institutions. A time and place for the establishment of such an institute is yet to be decided. In terms of administrative exchange, the interim coordinator for this working group also proposed the notion of developing a shadow President (and other staff) program that will allow member institutions to learn administrative procedures and establishment, so that each education system and their related administrative organizational advantages and disadvantages can be seen clearly. It is also highlighted that such a 'shadow' program would see exchange staff undertaking various projects as well as performing administrative duties.

Part III: Agreement of the Joint Announcements.

Feb. 27, 2004. 09:00-11:00.

Co-Chairs: Young-Tae Chang (Inha) / Tongwen Mao (Xiamen).

Review of the Joint Announcements

Two formats exist for the Joint Announcement, one a plain English version containing a background and development of the Consortium and useful for spreading news about the Global U7 Consortium (as a type of 'Press Release', and valuable for the homepage). The second document is more of a legal document that represents a 'Declaration', and useful for the Presidents and others to review. It was proposed that the two documents be merged, although this was not seen as acceptable since each document will be for two separate markets.

The first document contains three sections; the background, the rationale, and the major activities of the Consortium. This document is considered to be the 'History and Future'.

The second document focuses on the major contents of the preamble from the Agreement, and major announcements from the Steering Committee. It was proposed that this document be known as the 'Incheon Declaration', and be adopted by the Council of Presidents.

The various Presidents of member institutes will need to review these two documents before they are officially released, or 'published' on the website. It was also suggested that the documents be uploaded to the website as drafts.

It was decided that March 31st, 2004 is the deadline for all member institutions and Presidents to provide comments and feedback, these can then be taken into consideration and the various documents resulting from the Second Steering Committee uploaded to the Global U7 Homepage after this time.

History and Future

It was initially proposed that more of a balance between member institutions exist in the document, rather than focusing on the efforts of President Hong and Inha University. However, this was eventually not accepted as it is recognized that President Hong, and Inha University, have greatly contributed to the initial construction of the Consortium along with a teamwork effort from prospective member institutions.

Overall there was agreement with the outline and wording of the document. However, several sentences were slightly reworded for greater focus and clarity. It was also required that several points be made more tentative rather than concrete.

Incheon Declaration

It was proposed that the title of this declaration be changed to 'Global U7 Consortium ...', and that this also be reflected within the document.

The fourth paragraph needed redrafting, taking into consideration necessary changes that are important for detailing the specifics and overall goals of the Consortium, and refining the focus and clarity of the document.

Point 1. This item under 'announcement' was reworded, particularly removing the phrase 'they welcome'.

Point 2. This item 'announcement' was altered to see member institutions represented in an alphabetical order, and a tense change was also made.

Point 3. This item under 'announcement' was only slightly reworded. 'Joint' was considered as being added to 'education', since this is a long term aim. However, due to the complex nature of such an endeavor it was decided to leave the original wording in

place. Information concerning the website under this item will be moved to the last sentence of point 2, and the phrase 'has been established' will be removed from the original sentence.

Point 5. This item under 'announcement' will be correctly listed as point '4' rather than as a second '4'. This item was reworded so that focus would remain consistent between this section and the 'History and Future' document, and thereby develop a greater sense of intelligibility. The word 'establishment' was removed so that the Consortium initiatives are not seen as still in the planning phase.

Point 6. The term 'joint' is added to 'research' for document consistency, and '... declare that the work of the Global U7 Consortium begins' placed at the end of the final sentence. Along with this, reference to past events of the Steering Committees was removed.

Preparations for the First Council of Presidents Meeting

Two documents concerning the Council of Presidents were put forward, so that representatives can provide their Presidents with information concerning various upcoming events including the First Council of Presidents. This Council of Presidents meeting will be held April 29-30, 2004, in Korea, and will be hosted by Inha University.

The initial document (SSC/COP/ORG) highlights three events: the Northeast Logistics Conference, Global U7 Consortium, and the Korea-Netherlands Logistics Seminar. Participation in the conference events is open to all member institutions.

Importantly, this document highlights the timetable for the Council of Presidents meeting. Several speakers will not be able to attend the meeting, or are not as yet confirmed, and as such they were removed from the list of participants. It was requested that each President prepare a short 5-6 minute speech, and deliver it on April 29. It is the responsibility of the Secretariat to officially make this request. The 29th will also see the signing of the Agreement, and release of the Joint Announcement. It is reconfirmed that all costs for the Presidents will be covered. However, the international travel costs for the accompanying person will not be covered. If there are any problems concerning this, then representatives are reminded to contact Inha University.

The second document (SSC/COP/REV1) illustrates the schedule for the Presidents and accompanying persons from April 28 to April 30/May 1. Various aspects of the schedule including airport pick-up, accommodation, tours, and dinners were presented, as well as the timetable of the Council of Presidents meeting. It was also reiterated that the Presidents will provide a 5-6 minute speech on April 29. Further, 'Joint research' was added as an agenda item to the working group meeting for the morning of April 30. Transportation and accommodation information from within the document was highlighted, as well as the means for member institutions to confirm arrangements and matters of reimbursement with the Division of External Affairs, Inha University.

Part IV: Final Review and Conclusion.

Feb. 27, 2004. 14:30-18:00.

Co-Chairs: Peter Rimmer (ANU) / Junyi Weng (Xiamen).

Review of the Agreement

Article I

Point 2. In this item, 'in the fields of' was added after 'multilateral cooperation in ...'.

Article II

Point 2. In this item, 'educational' was changed to 'education', and 'research' changed to 'joint research'.

Article III

Point 2. In this item, 'Director' was replaced by 'Secretary-General' for consistency. Also, point c became 'building administrative capacity' rather than 'administrative capacity'.

Article VI

Point 2. In this item, 'university' was made plural. So too, in point 3, 'month' was made plural, and it was declared that written notice of withdrawal should go to the Secretariat.

Article VII

In this section 'should' is replaced by 'shall' for document consistency.

Article VIII

The title of this Article was changed from 'Joint Education' to 'Education'. Under point b 'members' was changed to 'member'.

Article IX

Point 2. In this item, 'Research Program' was changed to lower case letters.

Article X

Punctuation was adjusted within this section, with the term 'might' changed to 'may' within the first sentence. In addition, the contents of points a, b, and c were changed to lower case for document consistency.

Article XI

No changes were deemed necessary.

The sentence in bold type prior to the signatures was slightly reworded, before the names of signing Presidents and member institutions were checked for accuracy.

Rapporteur Report

Part I

Covered above, under 'Review of the Agreement'. The Agreement can now be found in Appendix I of the Rapporteur Report).

Part II

Section 2, point b was changed to reflect the notion that credit transfers and joint programs are seen as longer-term goals that will be consistent with all member institutions regulations.

Section 3, point c was reworded for clarification, listing research projects and opportunities for research funding. Point d was then added considering the Conference on Ports, Multimodal Transportation, Logistics, and Environment in February 2005 at the University of Rhode Island.

Part III

Appendix I (now Appendix II of the Rapporteur Report) consists of the 'Incheon Declaration', after taking into account the discussion points presented at the previous session of the Steering Committee the document now comes to consist of one page rather than two. Several rewording and punctuation changes were made to the preamble. It was also noted that 'U-7' is hyphenated throughout the document, and this should be changed to 'U7' for consistency. It is also noted that the term 'joint' will need to appear with 'research' throughout all documents for consistency. The heading 'announcement' was also changed to 'declaration'. Point 2 was then slightly reworded. Point 3 then saw 'joint' added to 'research' for document consistency. Point 4 needed to undergo a slight rewording of tense, and point 5 was also reworded grammatically. Point 6 then required slight rewording, including changing 'should begin' to 'shall commence'.

Appendix II (now Appendix III of the Rapporteur Report) consists of the 'History and Future' document, adjusted based on the suggestions and discussions held at the Steering Committee. Appendix IIa is a similar version of the 'History and Future' document but one that reduces the emphasis on Inha University and the efforts of President Hong in working toward the Global U7 Consortium. It is proposed that Annex IIa be put aside, and it now no longer exists, so that the focus of concentration remain with the first of the 'History and Future' documents. Paragraphs of this Appendix were then reworded to be slightly more direct and to provide greater clarity.

Part IV

Minimal changes were made to this section of the report for clarity.

Second Steering Committee Conclusive Remarks

It is noted that the Secretariat will send five documents to member institution representatives. These documents will include: the Agreement, the Incheon Declaration, the 'History and Future' document, the Rapporteur Report, and the Minutes.

Expression of Gratitude

All representatives present, once again, express heartfelt thanks to the President of Xiamen University, and to Mr. Tongwen Mao and his staff, for their hospitality and efforts in hosting the Second Steering Committee. Member institution representatives will always look back upon their short stay in Xiamen with fond memories.